

St. Vincent Ferrer Parish Pastoral Council Minutes
Wednesday, March 16, 2016, 7:00 PM

Location: Room B

Minutes: Marianne Hird

Start time: 7:05 pm

End time: 9:30 pm

Present: Susan Aloisio, Tim Carter, Denny Connor, Eimee Donbar Jodi Kastner, Kelly Kramer, Toby Matson, Bill Mountel, Jennifer Powers, Alice Schneider, Tom Shoop, Jack Schwein

Not Present: Chris Homan, Fr. George Kunkel

Invited guests: Jim McCormick, Director of Music Ministries; Deacon Dave Meyer

Opening Prayer

Opening Prayer - *All*

Approval of Minutes

A motion to approve the February 2016 meeting minutes was made by Toby Matson and seconded by Alice Schneider. The February 2016 meeting minutes were approved as submitted.

New Business

1. Announcement from Archdiocese – *Jim McCormick*

Jim McCormick delivered an announcement from the Archdiocese that Fr. George Kunkel has requested and has been granted a medical leave from his position as pastor of SVF. In the coming week, the Archdiocese will assign an administrator to assume the pastor's responsibilities. In the meantime, Jim McCormick is the designated liaison between the Archdiocese and the parish. At the present time, the daily Communion service and the Wednesday all-school Mass will continue as usual.

2. Stewardship Consultants Updates – *Jim McCormick*

See item 6, Commission Updates, Stewardship

3. School Updates – *Jim McCormick*

The March 9 Open House attracted 10 families. One additional family has expressed strong interest in registering. At present, there are 16 kindergarten students registered for the 2016-2017 school year. Current enrollment for 2016-2017 school year is 134.

Old Business

None.

Commission Updates

1. Athletic Commission – *Tim Carter*

- a) The Friday evening Lenten Fish Fries were very successful. Special thanks to Tom Sharp and Rich Crandall for managing the kitchen for these events.
- b) Boys' basketball and girls' volleyball seasons have concluded.
- c) Spring soccer season is underway.

2. Building and Finance Commission – *Denny Connor*

- a) Kathy Abele will present to Building & Finance at their April meeting the 2016-2017 budget for review and revision. A summarized budget along with recommendations for expense cutting will be presented to the PPC at the April meeting.

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- b) The current deficit budget of \$110,000 does not allow for any emergency spending. Business Manager Kathy Abele wants to add a dollar amount to the budget for this purpose.
- c) Kathy Abele will review the level of Sunday collections and provide an update on giving changes since December 2015.
- d) Refinancing of the parish loan has been approved by the Archdiocese and the bank. This may be in place by April 1, 2016 and will realize a savings of \$3,600/month.
- e) Review of the Building & Finance Constitution has begun and will continue for the next several months.

3. Education – Kelly Kramer

- a) Last meeting was March 14.
- b) The Introduction to the Bible class offered by Beth Himes, Director of Faith Formation, was successful with a larger than expected turnout.
- c) The Hunger in Ohio program attracted 26 attendees.
- d) Living Stations of the Cross were presented by the 5th and 8th grade students.
- e) Positive feedback has been received regarding the SVF radio marketing announcements.
- f) The ad hoc Confirmation Committee has confirmed that the sacrament will be kept on the 2-year schedule. The plan is to schedule Confirmation during March of sacramental years. A planned change to service hour requirements will provide Confirmation candidates with opportunities for participation in group service options as opposed to requiring completion of a set number of service hours.

4. Festival – Jodi Kastner

- a) Exciting plans for the Grand Raffle Party will be revealed on June 25.
- b) Grand Raffle ticket prices will be priced at \$35 each or 2 for \$60.
- c) This year's festival will be a 2-day event, Saturday and Sunday. The rationale for this is to maximize attendance during festival hours of operation and avoid competition with Friday night local high school football games.
- d) Other potential plans being explored by the Festival Committee include: 1 band for Saturday night's entertainment, a Chili Cook-off, and a Bid n' Buy silent auction on **Friday** night. The silent auction event will feature special items for auction in a festive atmosphere that will include drinks and hors d' oeuvres.

5. Parish Life – Bill Mountel

- a) Chairs to the Turkey and Meatball Ministry will help to alleviate the administrative burden that recently has been provided by the Parish Office.
- b) The Parish Life Constitution discussion has been tabled until April 2016.
- c) Kroger Reward Program renewal occurs in April. Check the Sunday bulletin for details.
- d) The Gift Card program is not a high yield fund raiser. The committee will pull together some numbers to see how much revenue this program has been generating.
- e) A suggestion was made to explore the Amazon Smiles Program as a fund raiser.

6. Stewardship – Susan Aloisio

- a) The contract Catholic Stewardship Consultants (CSC) ends April 1, 2016. The Parish Pastoral Council and Building and Finance Commission reached a decision to not renew CSC's contract in light of the current parish financial state. Stewardship feels strongly that the stewardship message is viable and could continue under the guidance of the parish Stewardship membership.
- b) Stewardship Commission goals:

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- Identify critical aspects of the CSC program that could be continued by the parish membership.
- Temporary suspension of the newsletter publication. The April newsletter will be the final “CSC” newsletter. Because this proved to be a strong communication tool, Stewardship would like to see this continued with the assistance of parish membership.
- Offer a Parish Retreat; this most likely will not be on an annual basis.
- Resume the Stewardship Commission outreach visits to the other parish commissions in May or June of 2016.
- Develop a plan for conducting the October Stewardship Renewal.

7. Worship – Susan Aloisio

- a) Katie Leary has volunteered to serve as Coordinator of Art & Environment. The parish extends immense gratitude to Mary and Martin Joseph for their many years of dedication to providing a beautiful worship space throughout the liturgical year.

8. Mustard Seed Committee report – Jodi Kastner

- a) The last meeting was held March 14. The decision to continue the Mustard Seed Committee was agreed upon.
- b) The committee will work on crafting another “state of the parish” message to update parishioners on SVF’s financial status.
- c) The next meeting is scheduled for the 1st week of April.

Other Business

1. PPC Election Logistics:

The nomination ballots need to be placed in the pews in church the weekend of April 9 – 10.

Volunteers for this task:

- Toby Matson - 9 am or 11 am Mass April 10
- Bill Mountel - 5 pm Mass, April 9, 2016
- Marianne Hird - 9 am Mass, April 10

2. Review of upcoming open PPC positions:

- a) Eimee Donbar will vacate her Membership-at-Large position one year early (in June 2016). A new candidate could be selected to finish out the final year of Eimee’s term. This will be discussed again in June.
- b) Other member positions with terms concluding in June 2016:
 - Member-at-Large, Tom Shoop
 - Chair, Jodi Kastner
 - Athletics Commission Representative, Tim Carter
 - Recording Secretary, Marianne Hird

2. February Action Items Follow-up

- a) Confirm the status constitutions for all parish commissions:
Submission of constitutions from all parish commissions has been tabled to allow each group additional time to review and revise their current constitutions. Constitutions should be forwarded to the PPC Recording Secretary for archive purposes.
- b) Research if rental of SVF gym is possible and what is involved:
Tim reviewed the considerations of renting SVF gym space:

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- Current off-hour gym usage is approximately 3 hours/week
- Per Archdiocesan guidelines, SVF can rent space only to other Archdiocesan organizations
- A rental agreement would need to be in place (obtained from the Archdiocese)
- A volunteer gym manager would be needed to coordinate the rental activity
- What is a reasonable rental fee and which budget would this money go to?
- Potential impact on parish resources: clean-up of gym space after use by outside entities; increased need for maintenance of gym floor, etc.; insurance requirements; tax-exempt status
- Conclusion: after discussion, the topic of gym rental will be tabled until further discussion can be conducted

Action Items

Item	Responsible Party	Status	Completion Date
Confirm the status constitutions for all parish commissions	J. Kastner	On Hold	
Email Members-at-Large regarding their role in the upcoming PPC elections	J. Kastner	Complete	2/25/2016
Obtain Job Description for Art & Environment Chair position.	S. Aloisio	Closed	
Research if rental of SVF gym is possible and what is involved	T. Carter	Complete	3/16/2016
Provide details of CSCs functions & responsibilities	S. Aloisio	New	
Verify status of the PTO's application to the Amazon Smiles Program and report back to Bill Mountel	E. Donbar	New	
Provide Education Commission constitution to Jodi Kastner.	K. Kramer	New	

A motion to adjourn the meeting was made by Jenny Powers and seconded by Denny Connor.

The business meeting was adjourned at 9:30 pm.

The next meeting will be Wednesday, April 20, 2016, 7:00 pm Room B